



Government of West Bengal
Higher Education Department
Appointment Branch
Bikash Bhawan, 6th Floor, Salt Lake, Kolkata - 700091

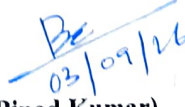
No. 733- Edn(A)/DPI/375/2026-DD(DPI)-DPI

Date: 03/09/2026

Subject: Introduction of online module related to Transfer of Teachers, Librarians and Physical Instructors in Government Colleges of West Bengal.

MEMORANDUM

1. It has been observed that Teachers, Librarians, and Physical Instructors serving in Government Colleges under the Higher Education Department, Government of West Bengal, including those in the WBES and WBSGS cadres send their representations for transfers through DPI on various academic, health and family grounds.
2. In order to streamline the process of transfer/ mutual transfer the government has decided to receive those applications through a dedicated online portal specially designed for this purpose.
3. In the said portal the incumbents will be allowed to indicate their preference of subdivision (in case of districts) or Kolkata Metropolitan area to which they wish to be posted. Physical copy submissions shall be discontinued. If there are any previous physical applications that have not yet been disposed off shall be deemed to have been filed. And incumbent concerned should make fresh online application.
4. In case of Mutual Transfer both the applicants should be of same subject and each should mention the name of the person with who transfer is sought along with the college.
5. In case of any doubt or difficulty in the interpretation, the matter shall be referred to the Higher Education Department, whose decision shall be final.
6. These applications shall generally be taken up on six months interval (twice a year) to enable transparent, planned exercise such that larger public interest especially PTR is rationalized.
7. This order is issued in continuation of this Dept. No. 583-Edn(A) dated 15.06.2012 and shall take immediate effect.


(Binod Kumar)

Additional Chief Secretary
Higher Education Department
Government of West Bengal

No. 733– Edn(A)/1(5)/DPI/375/2026-DD(DPI)-DPI

Date: 03/09/2026

Copy forwarded for information and necessary action to:

1. The Director of Public Instructions, West Bengal & Ex-Officio Secretary, Higher Education Department – for implementation.
2. All Principals of Government Colleges, West Bengal – for information and compliance.
3. The Joint Secretary (Administration), Higher Education Department – for record.
4. The Finance Department, Government of West Bengal – for information.
5. Guard file.


Arindam Biswas, WBCS(Exe.),
Joint Secretary